

CIPMS RECRUITMENT BONUS SERVICE AGREEMENT

For use of this form, see AR 690-13; the proponent agency is ODCSPER

DATA REQUIRED BY THE PRIVACY ACT OF 1974

Authority: This agreement is authorized by 10 USC 1590 and 5 USC 301.

Principal Purpose: The principal purpose of this form is to authorize a CIPMS Recruitment Bonus.

Routine Use: Used to record CIPMS recruitment bonuses and service agreements. This agreement will be among the sources used to compile reports, including the use of SSN.

Disclosure: The disclosure of the SSN is not mandatory, though failure to do so could result in agency inability to properly identify the individual involved and therefore result in nonpayment or in delay of payment of the bonus.

1. Under provisions of AR 690-13, a CIPMS Recruitment Bonus is authorized for employment as follows:

a. APPLICANT'S NAME		b. SOCIAL SECURITY NUMBER
c. TITLE	d. SERIES	e. GRADE
f. EFFECTIVE DATE OF AGREEMENT	g. EXPIRATION DATE OF AGREEMENT	h. AMOUNT OF BONUS

2. As a CIPMS employee, I understand that:

a. As a condition of accepting payment, I agree to serve with the Department of the Army in a CIPMS position from the effective date of this agreement for a period of not less than _____ (state agreed length - not less than 1, nor more than 3 years), unless the agreement is terminated sooner as indicated below

b. If my employment in the position shown in item 1 is terminated during the period of the agreement at the convenience of the government, but not at my request nor as a result of my misconduct, I will be entitled to retain the amount of the bonus paid.

c. If my employment in the position shown in item 1 is terminated during the period of the agreement at my request, or as a result of my misconduct, I will be required to refund the total amount received under the agreement. I further agree that assignment at my request to an intermittent or less than half-time (20 hours per week) work schedule shall be equivalent to termination of this agreement at my request.

d. The bonus will be paid in _____ (one lump sum or installments) and is not considered basic pay for computing retirement entitlement, insurance entitlement, or other benefits related to basic pay.

e. The effective date of the bonus is the beginning of the first pay period that begins on or after the date of this agreement.

f. This agreement does not in any way commit the Government to continue my employment.

REQUIRED SIGNATURES

3. APPLICANT'S SIGNATURE		4. DATE
5. TYPED NAME OF APPROVING OFFICIAL	6. TITLE OF APPROVING OFFICIAL	
7. SIGNATURE OF APPROVING OFFICIAL		8. DATE
9. TYPED NAME OF CIVILIAN PERSONNEL REPRESENTATIVE	10. TITLE OF CIVILIAN PERSONNEL REPRESENTATIVE	
11. SIGNATURE OF CIVILIAN PERSONNEL REPRESENTATIVE		12. DATE